

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DOH07222752

DATE POSTED: 02/07/22

POSITION NO: 942718

CLOSING DATE: 03/21/2022 by 5pm

POSITION TITLE: Registered Nurse (S)

DEPARTMENT NAME / WORKSITE: NDOH/Division of Behavioral and Mental Health Services/Shiprock, New Mexico

WORK DAYS: <u>Monday-Friday</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>BQ69A-F</u>
WORK HOURS: <u>40 hrs/week</u>	PART TIME: <input type="checkbox"/> NO. OF HRS./WK.: _____	\$ <u>DOE</u> PER ANNUM
SENSITIVE <input checked="" type="checkbox"/>	SEASONAL: <input type="checkbox"/> DURATION : _____	\$ <u>DOE</u> PER HOUR
NON-SENSITIVE <input type="checkbox"/>	TEMPORARY: <input type="checkbox"/> _____	

**DUTIES AND RESPONSIBILITIES:**

Provides professional nursing care to a specified population of patients in a treatment center or in an inpatient setting; observes, assesses and documents symptoms, reaction and progress of patient treatment; administers prescribed medications and assures security of medication; monitors and ensures fidelity of medication administration procedures; maintains health records by documenting observations, nursing interventions and therapeutic measures administered, maintains confidentiality of patient records; instructs patients, staff and family members on proper health care; develops and completes initial physical/medical assessment and treatment plans of all admissions; develops initial treatment plan.

Works as a member of a multidisciplinary team in the Residential Treatment Center and community; maintains services prescribed by a prescribing physician; prepares epidemiological investigations and reports; triages and provides emergency treatment according to the status of patient and level of care needed; prepares equipment and conducts examination and treatment; arranges for immunizations, blood pressure, testing and other health screenings; and provides education and training to staff and patients on medical procedures.

**QUALIFICATION REQUIREMENTS: (Education, Experience and Training)**

**Minimum Qualifications:**

- A Bachelor's degree in Nursing or related field; and two (2) years of experience as a nurse practitioner in a nursing, behavioral health or substance abuse or psychiatric residential treatment center.

**Special Requirements:**

- A favorable background investigation
- Possess licensure as a Nurse Practitioner (AANP) or Registered Nurse (RN) or an equivalent compacted license.

***(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)***

**Special Knowledge, Skills and Abilities:**

Knowledge of professional nursing principles, practices and procedures required to provide nursing care to patients with a wide variety of conditions; knowledge of appropriate procedures and standards for the administration of medication and patient care; knowledge and skill in operating specialized medical equipment; knowledge of health records aspects of patient care; knowledge of a variety of human behavior during stressful situations in order to exercise emotional control, tact, patience and reliability in carrying out patient care; knowledge of patient evaluation and triage procedures.

Skill in providing comprehensive nursing care and skill in establishing and maintaining effective working relationships.

Ability to plan, implement and evaluate individual patient care programs; ability to recognize adverse signs and symptoms which are not always apparent and to act promptly in emergency situations including the implementation of life saving techniques; ability to accurately and completely document related clinical data relating to the patient; ability to provide individual and family counseling, guidance and health education; ability to maintain quality safety and/or infection control standards.

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.**